

SASKATCHEWAN 2019 Workshop Calendar

Date/Time	Workshop	Deadline	Location
Sept. 5/19 9:00 am-4:00 pm	Using Our Power at Election Time	Aug. 23/19	CUPE Regina
Sept. 18/19 5:30-8:30 pm	SLS – Grievance Handling (Bring Collective Agreement & SLS passport)	Sept. 9/19	CUPE Regina
Sept. 19 & 20/19 9:00 am to 4:00 pm	Introduction to Health & Safety HS – Ergonomics	Sept. 9/19	CUPE Saskatoon
Sept. 20 & 21/19 1:00-4:00 pm & 9:00 am to 4:00 pm	Introduction to Stewarding (Bring Collective Agreement)	Sept. 9/19	CUPE Prince Albert
October 15/19 9:00 am-4:00 pm	LET - Financial Essentials Day 1 – for all elected positions in local (Bring bylaws / computer)	Oct. 4/19	CUPE Regina
October 16/19 9:00 am-4:00 pm	LET - Financial Officers Day 2 – for treasurers and trustees Must have taken Day 1 (Bring bylaws / computer)	Oct. 4/19	CUPE Regina
Oct. 16 & 17/19 9:00 am to 4:00 pm	Introduction to Stewarding SLS – Notetaking (Bring Collective Agreement)	Oct. 4/19	CUPE Saskatoon
Oct. 18 & 19/19 5:30-8:30 pm & 9:00 am to 4:00 pm	Introduction to Pensions (Bring workplace pension statement)	Oct. 8/19	CUPE Regina
Oct. 24 & 25/19 9:00 am to 4:00 pm	Introduction to Health & Safety HS – Basics of Incident Investigation	Oct. 15/19	CUPE Prince Albert
PLEASE NOTE:			
<ul style="list-style-type: none"> • Please be advised that there are <u>no registration fees</u> for these workshops. • Pre-requisite of Introduction to Health & Safety for ALL HS modules. • Pre-requisite of Introduction to Stewarding for ALL SLS modules. • Due to limited space, members are encouraged to register early. A minimum of 10 participants is required for the workshop to go ahead or it will be cancelled. 			

REGISTER ONLINE AT:
CONTACT:

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Email: kdraeger@cupe.ca

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WORKSHOP DESCRIPTIONS

Using Our Power at Election Time

There is an important election coming up! The outcome of every election will have an impact on workers, public services and equality rights. Learn more about how elections work, explore current issues and how to get involved...a little or a lot! We can make a difference!

SLS-Grievance Handling

Share tips and successful practices with other stewards, and learn strategies for handling difficult grievances.

Introduction to Health and Safety

This course serves as an introduction into the world of health and safety, and explores different basic concepts such as:

- Identification of hazards
- Hierarchy of controls
- The basic role of health and safety committees
- Basics on the right to refuse

HS – Ergonomics

This module looks at the musculoskeletal injuries in the workplace, such as strains or carpal tunnel syndrome, the risk factors, and the employers' obligations to prevent these types of injuries.

Introduction to Stewarding

What does a CUPE steward do? If you are a new steward and want to learn how to help CUPE members solve workplace problems, this introductory workshop is for you! In this workshop you will learn: the role of a steward; CUPE's structure; meeting with management; investigating workplace problems, filing a grievance, dealing with workplace complaints.

LET - Financial Essentials

This workshop is for all members in an elected position within the local union. Whether you are a trustee or a member of the executive, learning about the basics of the local union's finances is a priority. In this workshop, you will learn about your duties within the finances of the union, budgeting, and how to be transparent and accountable to members.

LET - Financial Officers

Once secretary-treasurers and trustees complete the Financial Essentials 1-day workshop, they will spend a second day learning about bookkeeping and auditing.

Treasurers will learn how to use the CUPE electronic ledger, manage the local union's funds and accounts, and prepare reports to the membership and the trustees.

Trustees will learn how to properly perform an audit of the local union's books, accounts, properties and assets. At the end of this workshop, trustees will be able to make recommendations to the local union to improve the local union's financial health.

SLS-Notetaking

Why do I have to take notes? What kind of notes should I take? Are my notes private? Learn answers to important questions like these, and practice notetaking.

Introduction to Pensions

Pensions are our deferred wages. That's what makes them a union issue – whether you're trying to get a workplace pension for your members or are trying to protect the one you have. In this workshop, you'll learn about:

- Government pensions – the Canada Pension Plan, the Old Age Security Program and the Guaranteed Income Supplement;
- The different kinds of workplace plans and why some are better than others; and
- The attacks on workers' pensions – and how we can fight back as union members.

HS – Basics of Incident Investigation

Learn how to identify root causes of workplace incidents, injuries, and diseases, common routes of entry of toxic substances, and your role in the investigation process.